



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES

August 6, 2018
6:00 PM

PRESENT:

Nancy Rollins, Chairman
G. William Helm, Jr., Selectman
Janet Kidder, Selectman
Kim Hallquist, Town Administrator
Wendy Johnson, Finance Officer

ALSO PRESENT:

Scott Blewitt, Recreation Director
Mike Black, Continuum Development
Joe Hogan, Continuum Development
Jay Lyon, Fire Chief
Bob Harrington, DPW Director
Ed Anderson, Police Chief
Wayne Morrill, Jones & Beach Engineering
Phyllis Piotrow, Budget Committee Member
Frank Wibel, New London Resident

Michael Golay, Chase Pond Dam
Leslie Tuttle, Chase Pond Dam
Anne Cushman, New London Resident
Betsy Little, New London Resident
Linda Nicklos, Tax Collector
Norm Bernaiche, Assessor
Ray Carbone, Citizen
Ron Pferchy, New London Resident
Wayne Morrill, Jones, Beach Engineers, Inc.

Chair Rollins called the meeting to order at 6:00 PM. She noted that there are copies of the annual report for the Town of New London for 2017 as well as local maps.

Informational Meeting – Pleasant Lake Drawdown in September 2018

Chair Rollins reported that the drawdown of Pleasant Lake is scheduled for Thursday, September 13, 2018.

Kim Hallquist, Town Administrator, stated that during the dam project last summer, it was noticed that some concrete has begun to deteriorate in the dam. Richard Lee, the former Public Works Director, recommended that the concrete be repaired as soon as possible so the Selectmen decided that the Fall of 2018 would be best, given that the last full drawdown was 5 years ago. This public hearing was noticed, as required by State law, to let everyone know. They also noticed the Town of Wilmot and the Chase Pond Condo Association that maintains the Chase Pond dam as they will be affected by the lowering of Pleasant Lake and will need to make preparations for this event; it was noted that representative of the Chase Pond Dam were present at the meeting.

Ms. Hallquist noted that much of the work is weather dependent. If we have a lot of rain and the lake goes down slower, it could take longer than expected. She stressed that the town understands that lowering the lake can be difficult for some residents, especially those that depend on the lake for their water supply, so repairs will be made as quickly as possible. The lake will take approximately 7-10 days to lower and they will bring it down as low as they can,

which is below the bottom of the pipe at the gate. Boat owners are encouraged to get their boats out of the water before the drawdown begins. If there are any changes in the expected schedule, town officials will keep the various groups updated. She noted that the dam gauge is now online at the town's website (www.nl-nh.com) and residents can see the lake level as it goes down. Ms. Hallquist pointed out that the last time the lake had a full drawdown was in 2013: the gate was opened on September 16, 2013 and closed on October 11, 2013. This was to repair dam cracks. Leslie Tuttle, president of the Chase Pond Condominium Owners Association attended the meeting to get information regarding the impact they can expect as a result of the drawdown. They would like assurance that this will be regulated and any advice on preventative measures they should take. Ms. Hallquist stated this will be the same process that was followed in 2013, the gate will be fully opened, and will result in large amounts of water downstream and into Chase Pond for several days until the lake is at full drawdown. Mr. Tuttle noted that she recalled the last two drawdowns, the one before 2013 caught them by surprise as they had no warning.

Nonresident Taxpayer Meeting

All of the department heads in attendance were asked to give a brief update.

Police Department – Chief Ed Andersen reported they have had a busy year. They responded to 12,669 calls. The canine program has gone into full effect and Vilo had his first save a few weeks ago. They received \$23,000 in highway safety grants last year. This money covered equipment, a speed sign board and DWI and speed related patrols. They just hired a female, part time officer that came from Nashua. She will become their ninth full time police officer in October. They had a successful Hospital Days this past weekend with no major issues. Anne Cushman discussed speeding concerns in town. She appreciates when the police officers are out patrolling. The flashing signs seem to be helpful as well and the department just purchased two more.

Fire Department – Fire Chief Jay Lyon reported it has been a steady year for the Fire Department. They responded to 870 calls. Chief Lyon explained they have an on-call system which means they use their full time people during the daytime hours and their on call officers at night to respond to non-emergency calls. They focus on three main things – preparedness, training, and code compliance and fire prevention. Approximately 540 children come through the New London Fire Department on an annual basis during fire prevention month. They have replaced their mobile radios and done some repairs and upgrades to windows and trim at the fire department.

Chief Lyon displayed photos of the newest piece of fire apparatus, an engine tanker. This has the full capability of a regular engine but can also dump water. He expects delivery of the new vehicle in the near future.

Frank Wible inquired about 911 calls when there is not good cell phone service coverage. How can they be located with cell phones if they can't communicate their location? Chief Lyon stated 911 are able to triangulate the location. Using a cell phone may mean that an actual address is not known, but they can give an area where the occupant may be and responding emergency staff use that information to locate the person in need of help.

Town Clerk's/Tax Office - Linda Nicklos noted that the office hours have changed and they are now Monday – Thursday from 8am-4pm with an added Saturday so they are open the second and last Saturday of the month. She also had a handout regarding quarterly taxes which show's when

the taxes are mailed and when they are due, explained that tax bills are mailed twice a year and each mailing contains two quarters (two tax bills).

The office took in \$20,890,000 dollars for the fiscal year that ended on June 30, 2018. This is a combination of car registrations, property taxes, sewer, dog licenses and other miscellaneous items handled in the office.

The service for online payment has changed. The feedback has been positive as it is more user friendly, however you can no longer schedule future payments. The change was publicized but it was suggested that in the future there be more advance notice when something like this changes.

Public Works Department – Bob Harrington is new to the position of Public Works Director but has been employed by the Town for over 28 years. The department is busy as it is currently short staffed. They are scheduled to pave two dirt roads this year, Wilder and Wellswood Road. For black top roads they are planning to pave Shaker Street, Otterville Road and Burnt Hill Road. They have been replacing culverts and working on a drainage job. The department is working on numerous other projects including dam repairs, the roof on Whipple Hall, electrical power on the common, a sprinkler system to be installed in the Town Office building and the painting of Elkins Post Office.

Assessing Department – Norm Bernaiche, Chief Assessor, has worked for New London for 15 years. He is part of the shared agreement between New London, Newberry and Sunapee. Currently they are switching the assessing software used in the three towns so there will be a transition. This will be done this fall. There is a re-evaluation done every five years so New London is scheduled for 2019. The market is doing well. The major thing happening this fall is we will be receiving our new tax maps in draft format. These will be much more accurate than they have been in the past. Tax payers will be notified so any errors in tax mapping can be corrected. He reminded all that there is a good online service on the front page of the town website that shares the information they use for mapping and assessment called Online Assessing & GIS Mapping link.

Recreation - Scott Blewitt is the Recreation Director. The Recreation Department is housed in Whipple Hall. The 8-week summer day camp program has 435 kids enrolled between the ages of 5-12. There are 121 kids enrolled in swimming lessons at both Elkins and Bucklin Beach. They also offer sailing lessons at Bucklin Beach. There are 125 different programs throughout the year that are offered to children up to seniors. All of the organizations in town work together to create a wonderful community. There are 24 lifeguards, 6 swim instructors, sailing instructors and approximately 10 camp counselors so they have a large seasonal staff. They plan fall and winter events as well. The Recreation Department obtained a grant to help purchase a van so they can do trips.

Finance – Wendy Johnson is the Finance Officer. Her job primarily is to account for all the money that comes in and out of the town. Of the 20 million that is collected, 10 million goes to the school district and 3.5 million goes to Merrimack County. The remaining 4.5 million goes to where the Town appropriates it at town meeting. The budget process starts in the fall and the department heads submit their budget to the Selectmen. The Selectmen review it and send it to the Budget Committee and the Budget Committee presents the budget at the town meeting. This determines how the money will be spent. We are into fiscal year 2019 and will start working on the budget for 2020. This will be voted on in March and the tax rate will be set next November.

Town Administrator – Kim Hallquist is the Town Administrator. Her job is to communicate the directives of the Board of Selectmen to other department heads, other governmental entities, citizens and people throughout the state and country. She advises the Selectmen and gives them her recommendations. She supports the department heads so they can do the work they just reported on. She stated the town is fortunate to have an excellent group of people working for the citizens of New London; they are responsive and do the best job they can. She noted that the town has several large projects in the works, one of which is the New London Hospital project and pointed out that representatives were present at the meeting should anyone have questions about the project. Ms. Hallquist concluded by stressing that she is always available if there are questions so please reach out to her.

Continuum Project – Joe Hogan, owner of Continuum provided an overview of the senior living project they are proposing in New London. Their primary core business is caring for elderly people and provide housing, healthcare and hospitality services into communities they design, development, own and manage. They were invited to this community by New London Hospital as the hospital has been looking at doing a retirement or senior living community for a long time. Continuum owns four facilities in Maine.

This would be a 55+ community. There will be 33 cottages and a lodge that will consist of 50 assisted living apartments and 20 memory care units. There are also 25 independent living units. The lodge will also have common areas, dining rooms, a full kitchen, a fitness center and offices. New London Hospital's interest in having a facility like this is to enhance the offerings of the hospital and strengthen the demand of healthcare services. New London Hospital will be integral when there is a need for nursing care. Continuum can provide levels of care but if skilled care is need, the hospital has swing beds where nursing care can be delivered. There is a plan to rent office space in the hospital to provide an information center to start marketing these units in the fall, prior to construction.

Selectman Kidder asked when the project will start and how long it will take. Mr. Hogan stated they are working with a contractor for guidance on the construction period and their best estimate for building the lodge is 30 months once they start. The cottages will be sold in phases. They want to get presales for at least eight cottages and then they will put the road in for that cul-de-sac and build those. Then they will go to the next phase.

Chair Rollins asked what the average cost of a cottage home at one of their projects in Maine. Mr. Hogan replied the cottages homes in York Harbor are currently in the low \$500,000 range.

The Board thanked all for attending the Nonresident Taxpayer Meeting.

Public Comments – None

Old Business - None

New Business

Consider renewal of Circuit Rider Planner Services Agreement

Adam Ricker currently fulfills this role for New London through the Upper Valley Lake Sunapee Regional Planning Commission (RPC). Kim Hallquist recommends entering into this agreement again. She feels it has worked very well. It has been budgeted for Fiscal Year 2019. There is no change in the cost for Mr. Ricker's services, however mileage will be added due to a change in

the way the RPC must charge for mileage, previously it was included in the hourly fee, now it must be billed separately. The Board requested more information on this change, suggesting that RPC representative Jerry Coogan be asked for an update on the law change that requires the mileage fee.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to approve the renewal of the contract. THE MOTION WAS APPROVED UNANIMOUSLY.

Consider request of Doug Ditzel for abatement of parking ticket issued at Bucklin Beach
Mr. Ditzel asked the Selectmen to waive the parking ticket he received for parking at Bucklin Beach after his temporary parking ticket expired. Ms. Hallquist provided copies of the parking passes. When a person is enrolled in a swim or sailing lesson, they may or may not be a resident of the Town of New London. Those who are not residents wouldn't have a sticker so are given a temporary pass to put on their dashboard so the police officers know. The instructor hands these out to the parent or guardian. Chair Rollins asked if there is a conversation with the parent or guardian so they understand it. Scott Blewitt was unsure and feels the information is self-explanatory. In this case, they didn't realize it was only valid until 2:00pm and stayed later. Selectman Helm commented that this may have been an innocent mistake as it was a grandparent that didn't get back to their car in time.

Mr. Blewitt asked if there were suggestions for changes in the parking pass to make it clearer about the time limitation. Chair Rollins noted that she felt that the tickets clearly state the time limitation.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to grant Doug Dietzel the abatement of his parking ticket. Chair Rollins opposed the motion.

The Board considered a second parking ticket issue on Otterville Road. In this case, the parking ticket was disputed as the person felt that the signage was not adequate to let people know that parking was no allowed on one side of the road. Chief Andersen explained that he investigated this complaint and felt that there was adequate signage in the area and that the Selectmen should not grant the abatement. He explains that he spends a lot of time dealing with complaints about parking tickets and is generally not in favor of taking parking tickets away as it makes enforcement more difficult.

IT WAS MOVED (Bill Helm) AND SECONDED (Nancy Rollins) to deny the request for abatement of a parking ticket on Otterville Road. THE MOTION WAS APPROVED UNANIMOUSLY.

Town Administrators Report

Ms. Hallquist provided the following report:

- Hospital Days was a success; town departments did an excellent job.
- She was pleased with R&T Electric, DPW and Eversource to resolve the electrical outlet issue on the town green in time for Hospital Days. The wooden stands for the outlets will be painted and trees and shrubs will be planted.
- Ms. Hallquist and Bob Harrington, PW Director are working through the list of projects that are still outstanding.
- Bob Harrington, Matt Grimes and Ms. Hallquist discussed the Whipple Hall expenses. Mr. Lee was allotted \$50,000 to do repairs and currently \$5,000 has been spent. When Harriman

went through, they noticed the upstairs balcony area is not up to code. This is a safety issue that also needs to be addressed. Electrical has been fixed on the stage area. The windows were not part of this budget but they are still looking into options for this. Selectman Kidder clarified they don't need new windows; they need ropes so they stay open and storm windows. Selectman Helm would like a schedule of what there is left to do and a proposal that will be part of the 2020 budget process for these other things.

- The State Department of Safety issued their report on the petition to make Pleasant Lake a mooring permit lake which was denied. This is on the town website.

Committee Meetings & Reports

Selectman Kidder reported that there was a Planning Board meeting on July 24, 2018. There was a request for an accessory dwelling unit, further updates on the Blue Loon Bakery and Peter Christians. Continuum also presented on their project and their application is complete.

Meeting Minutes

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to approve the minutes from the July 16th meeting. THE MINUTES WERE APPROVED.

Upcoming Meetings & Special Events

- Next Regular Selectmen's Meeting – Monday, August 20th - 6:00 PM
- Recreation Commission – Tuesday, August 7th - 5:00 PM Whipple Town Hall
- Zoning Board of Adjustment – Tuesday, August 7th - 6:30 PM
- Conservation Commission – Wednesday, August 15th - 8:30 AM
- Planning Board – Tuesday, August 21st - 6:30 PM Whipple Town Hall
- **Town Offices Closed – Monday, September 3rd – Labor Day**

Other Business

Selectman Helm commented that in the meeting with Harriman it was discussed whether they could encroach on the town common land. He feels it would be useful to look at the deed to know if this is a possibility. Ms. Hallquist will research this.

With regards to a building inspector, he also would like a current view as to whether this would be a warrant article at the town meeting or come through the planning board with a request for a zoning change. He would like legal advice.

In recent Planning Board minutes Selectman Helm noted the Planning Board voted to replace Tim Paradis with Joe Kubit as the representative for the Conservation Commission. Tim Paradis resigned from the Conservation Commission.

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to appoint Joe Kubit to the Conservation Commission as the Planning Board Representative. THE MOTION WAS APPROVED UNANIMOUSLY.

Items to be signed

- Payroll Authorization Voucher
- Accounts Payable Voucher
- Tax Abatement Form
- Warrants – Land Use Change Tax – Current Use x 4
- Application for Veteran Tax Credit

- Notice of Intent to Cut – TM 100 Lots 002 & 003, Mountain Road

Applications Approved &/or Denied

Temporary Event/Sale Permits

- Summer Fundraiser Party by Lake Sunapee VNA & Hospice, at 179 Little Sunapee Road (NL Historical Society @ Phillips Barn) on Wednesday, August 22th from 5:30pm to 8:00pm. APPROVED

Sign Permits

- Permanent Sign – Verizon-Identiti Resources, Mountain View Shopping Center, Newport Road, TM 059-008-000. APPROVED
- Permanent Sign – Mascoma Bank, 259 Newport Road, TM 059-008-001. APPROVED
- Temporary Sign – By NL Historical Society for two 2'x3' A-frame signs at the Information Booth during week of August 10th and week of October 7th. APPROVED
- Temporary Sign – By Lake Sunapee Country Club for three signs at end of Country Club Lane; daily. DENIED

Building Permits

- Canary Systems, 5 Gould Road, TM 084-080-000. 30x46 garage & storage addition. BP 18-040 APPROVED 8-3-2018
- Craig & Jill Rockwell, 463 Otterville Road, TM 124-010-000. Convert deck to 16'x15' screened porch & add new 12'x14' deck. BP 18-058 APPROVED 7-16-2018
- Harbor & Hearth Real Estate Development, LLC, 3 Bog Road, TM 129-029-000. Amend BP 17-101 from 3 to 4 bedrooms. BP 18-060 APPROVED 7-16-2018
- Stephen & Christine Wright Trust, 72 Checkerberry Lane, TM 044-029-000. Resurface & expand existing deck. BP 18-061 APPROVED 7-16-2018
- Lou Botta & Bill Hickey, 433 County Road, TM 072-007-000. Expand deck 60 sq. ft. & resurface. BP 18-062 APPROVED 7-16-2018
- Jeffrey & Eleftheria Flier, 712 Wilmot Center Road, TM 040-002-000. Build 22'x22' master suite & new deck. BP 18-063 APPROVED 7-30-2018
- Malcolm & Ingrid Wain, 408 Sugarhouse Road, TM 034-015-000. Build 14'x16' shed. BP 18-064 APPROVED 8-1-2018
- Waldemar & Elzbieta Fryckowski, 45 Little Sunapee Road, TM 060-004-000. Extension of BP17-091, construct attached garage. 563 sq. ft. BP 18-065 APPROVED 7-30-2018
- Proudstone Corporation, 195 Main Street, TM 073-077-000. Build 24'x24' pergola over outside dining area. BP 18-068 APPROVED 7-30-2018
- Douglas Carroll Et Al, 403 Route 103A, TM 091-031-000. Repair existing deck. BP 18-071 APPROVED 7-30-2018
- Lambert Family Trust, 1667 King Hill Road, TM 128-002-000. Build 7'x20' platform deck. BP 18-073 APPROVED 8-3-2018
- James & Colleen DeAngelis, 93 Rowell Hill Road, TM 123-029-001. Construct ADU above garage. BP 18-074 APPROVED 8-3-2018

IT WAS MOVED (Bill Helm) AND SECONDED (Janet Kidder) to adjourn. THE MOTION WAS APPROVED UNANIMOUSLY.

The meeting adjourned at 7:37 PM.

Respectfully submitted,

Trina Dawson, Recording Secretary
Town of New London